



**DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF CHILD AND FAMILY SERVICES**

**4126 Technology Way – 3rd Floor
Carson City, Nevada 89706
(775) 684-4400**

**— NOTICE OF PUBLIC MEETING —
ADMINISTRATIVE TEAM TO REVIEW THE DEATH OF CHILDREN**

DATE:	Monday, August 18, 2008
TIME:	10:00 am – 1:00 pm (or until adjourned)
LOCATION:	<u>CARSON CITY</u> : Division of Child and Family Services (DCFS) • Conference Room 4126 Technology Way, Third Floor • Carson City, NV 89706
VIDEO CONFERENCE ACCESS:	<u>LAS VEGAS</u> : DCFS Information Management Services (IMS) • Conference Room 1830 E Sahara, Suite 212 • Las Vegas, NV 89104
TELECONFERENCE ACCESS:	Dial this toll-free number: 1.877.810.9415 Enter this conference code, followed by the # sign: 7275872

AGENDA

- The meeting will not commence until on or after the designated start time. The meeting will be adjourned after all scheduled agenda items have been addressed, which may be before or after the estimated end time.
- The meeting time frames for individual items are estimated in order to provide reasonable guidelines for public attendees who wish to hear about certain topics, but may not be able to attend the entire meeting. These times are are not guaranteed unless designated as time-certain on the agenda.
- Agenda items may be taken out of order at the discretion of the Chair in order to accommodate persons appearing before the Administrative Team and/or to aid in the time efficiency of the meeting.
- If members of the public participate in the meeting, they must identify themselves when requested under agenda item one.
- Public comment is welcomed by the Administrative Team but may be limited to five minutes per person at the discretion of the Chair.
- Public comment is for discussion only, and action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for action at a later meeting, per NRS 241.020.
- Action items are noted by an asterisk (*) and typically include review, approval, denial, and/or postponement of specific items. Certain items may be referred to a subcommittee for additional review and action.
- The Administrative Team is pleased to provide reasonable accommodations for members of the public who are disabled and require special arrangements or assistance at the meeting. If assistance is required, please notify Administrative Team staff by phone or by e-mail no later than three working days prior to the meeting, as follows: Andrew Zeiser • Tel: 775.786.1328 • e-mail: andrew@azconsulting.us

Estimated Time:	Items:	Primary Speaker(s):
10:00 am – 10:15 am	1. * Call to order, roll call, introductions	Diane Comeaux
	2. * Approve minutes from previous Administrative Team meeting: May 19, 2008	Diane Comeaux

Estimated Time:	Items:	Primary Speaker(s):
10:15 am – 10:45 am	3. * Presentation: Children’s Trust Fund (CTF) public awareness and education campaigns for child abuse and neglect reporting and prevention <ul style="list-style-type: none"> • Related recommendation Clark 2008-04: The Admin/Executive team (or DCFS) should prepare a public awareness campaign designed to emphasize the importance of reporting known or suspected child abuse to CPS and encourage reporting. Materials could be posted in apartment complexes, community centers, mailrooms, gyms, or other shared spaces that will reach a wide audience without targeting a specific population. The goal should be to educate the public on how to report abuse or neglect as well as encourage people to protect children in their community by becoming involved in these situations. Additionally the team recommends that all policies regarding screening cases that come in via “hotlines” be reviewed to ensure that all cases that merit an investigation receive one promptly. • Action may surround additional recommendations for action in response to the presentation and/or Clark 2008-04 	Toby Hyman Phil Ulibarri
10:45 am – 11:15 am	4. * Presentation: Child and Family Services Review (CFSR) Statewide Assessment <ul style="list-style-type: none"> • Action may surround determining involvement of CDR Administrative Team members in this process 	Jeffrey Radecki
11:15 am – 11:30 am	5. * Update and discussion on DHHS Blue Ribbon Panel Action Grids for Washoe County and rural counties	Barbara Legier
11:30 am – 11:45 am	<i>BREAK</i>	
11:45 am – 12:30 pm	6. * Action Updates: 2005 through 2008 in-process recommendations <p><u>2005 Quarter Two:</u></p> <ul style="list-style-type: none"> • Clark 2005-02: Update on printing status for overdose prevention brochure; obtain feedback on distribution plan <p><u>2005 Quarters Three and Four:</u></p> <ul style="list-style-type: none"> • No in-process recommendations <p><u>2006 Quarters One through Four:</u></p> <ul style="list-style-type: none"> • No in-process recommendations <p><u>2007 Quarter One:</u></p> <ul style="list-style-type: none"> • Clark 2007-04: Update on referral to DMG regarding possible expansion of NIA to incorporate foster home assessment; update on related Casey Foundation funding • Clark 2007-05: Update on response from MHDS Commission and follow-up discussion with Patty Merrifield <p><u>2007 Quarter Two:</u></p> <ul style="list-style-type: none"> • Washoe 2007-02: This will be addressed by Clark 2005-02 above <p><u>2007 Quarter Three:</u></p> <ul style="list-style-type: none"> • Clark 2007-13: Complete; tracking in place for future presentation on Gatekeeper training and rural toolkit • Clark 2007-14 item 3: Update on presentation request to CIP <p><u>2007 Quarter Four:</u></p> <ul style="list-style-type: none"> • Clark 2007-16: Update on request letters to Nevada chapters of the American Lung Association (ALA) • Washoe 2007-05: This will be addressed by Clark 2007-16 above • Fallon 2007-01: Update on response from Fallon CDR Team 	Administrative Team Chair and Members Barbara Legier Andrew Zeiser Jeffrey Radecki

Estimated Time:	Items:	Primary Speaker(s):
12:30 pm – 1:00 pm	<p><u>2008 Quarter One:</u></p> <ul style="list-style-type: none"> • Clark 2008-02: Update on response from Mike Bernstein • Clark 2008-04: Addressed under agenda item three above • Clark 2008-05: Update on licensing information from BLC and DCFS • Clark 2008-06: Update on referral to Misty Allen • Washoe 2008-01: Update on contacts with water districts and renters associations; update on requirements for water bill inserts 	
	7 * Review and respond to <u>2008 Quarter Two</u> summary of regional CDR team recommendations	Administrative Team Chair and Members Barbara Legier Andrew Zeiser Jeffrey Radecki
	8. Public comment (Discussion only: Action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for action at a later meeting.)	Diane Comeaux
	9. * Review remaining 2008 meeting dates and set topics as needed: <ul style="list-style-type: none"> • Wednesday, November 12, 2008 	Andrew Zeiser
	10. * Adjournment	Diane Comeaux

Public notices for this meeting have been posted in compliance with NRS 241.020 at the following locations:

- **Bureau of Indian Affairs** 311 E Washington Street, Carson City, NV
- **Children’s Cabinet** 1090 S Rock Blvd., Reno, NV
- **Clark County Department of Family Services** 601 N Pecos, Las Vegas, NV
- **Legislative Counsel Bureau** 401 S Carson Street, Carson City, NV
- **State of Nevada – Department of Human Resources** 4126 Technology Way, Suite 101, Carson City, NV
- **State of Nevada – Division of Child and Family Services** 4126 Technology Way, Third Floor, Carson City, NV
- **State of Nevada – Division of Child and Family Services** 6171 W Charleston Blvd., Las Vegas, NV
- **State of Nevada – Division of Child and Family Services – Information Management Services** 727 Fairview Drive, Suite E, Carson City, NV
- **State of Nevada – Division of Child and Family Services – Nevada Youth Training Center (NYTC)** 100 Youth Center Drive, Elko, NV
- **State of Nevada – Division of Child and Family Services – Youth Parole Bureau** 620 Belrose Street, Las Vegas, NV
- **State of Nevada – Division of Child and Family Services –** 1010 Ruby Vista Drive, Suite 101, Elko, NV
- **State of Nevada – Division of Child and Family Services – Desert Willow Treatment Center** 6171 W Charleston Blvd., Las Vegas, NV
- **United Way of Southern Nevada** – 1660 E Flamingo Road, Las Vegas, NV
- **Washoe County Department of Social Services** – 350 S Center Street, Reno, NV
- **Washoe County Library – South Valleys** 15650A Wedge Parkway Reno, NV